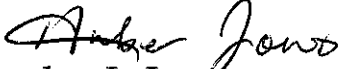


Submitted By:


Amber L. Jones
Administrator

**TOWN OF PHIPPSBURG
SELECTMEN'S MEETING
MINUTES
April 4, 2018**

Approved by Selectmen:

5/2/18 *Jest*
5/02/18 GER
5/2/18 *Ch*

Executive session commenced at 5:00 p.m. and the Regular Selectmen's meeting re-convened at 6:01 p.m. at the Town Hall with Selectman House, Selectman Read, Selectman Mixon and Administrator Jones present.

I. Executive Session

Per M.R.S.A. 405 6A the Select Board conducted performance reviews and considered wage increases.

II. New Business:

1. Meet with Assessing Agent Juanita Wilson, for the MRS Annual Sales Analysis. *Assessing Agent Wilson reported that the bottom line is that Phippsburg's valuation is in shape. She reminded us that once per year Maine Revenue Service audits every municipality in the State. They're evaluating how effective our assessed value to selling value is. Their analysis is based on the number of sales and though we've had an increase in sales, it is still not a lot. Out of the 39 sales, 33 of them were actively marketed on MREIS at the time the properties were placed under contract. The mean is slightly better than last year, at .98, the median is .97; and Phippsburg will once again be able to claim 100% in the fall. Assessing Agent Wilson is confident that Phippsburg will be in good shape. A copy of this Analysis is kept on file at the Town Hall for public viewing.*

2. Considered the renewal of a Seasonal Liquor License for the Sebasco Harbor Resort.

Vote: Selectman Read motioned to renew the above seasonal liquor license, which was seconded by Selectman Mixon and passed by a vote of 3-0.

3. Reviewed the quote from Bill Najpauer, of MCEDD, for updating Phippsburg's Comprehensive Plan.

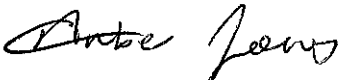
Selectman House was surprised with the amount Mr. Najpauer replied with. Administrator Jones agreed that it was a little higher than what was expected. Selectman House stated that the Board had decided and voted to keep the Comp Plan at \$2,000 this year and look at it going forward. After last week's discussion of the Comp Plan with the Budget Committee, Marie Varian commented that she was confident that the Comprehensive Plan is solid and that minimal changes will be necessary for the update.

III. Unfinished Business

1. Determine the requested appropriations for Salary and Benefits and Insurances (the Salary appropriation will affect the FICA calculation and thus the Benefits & Insurances appropriation)

The following recommendations were made: The Fire Chief salary increased to \$8,000 with the COLA increase and the Fire & Rescue Administration to \$33,130. (The reason for this increase is that they are cooperatively working with MC-1 who offers 24 hours of standby coverage twice a month, giving our three Rescue volunteers a weekend or time off. Selectman House feels the \$10,000 is well worth it to support our volunteers. Next is the Cable TV Station Manager to \$10,550 which included the 2% COLA. Administrator Jones calculated the total to \$516,314. Selectman Read stated that the Board has

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also met with the Health Officer and the Animal Control Officer. The other positions are fine where they are at – no requests.

Vote: Selectman Mixon motioned for the Salary Budget of \$516,314 for FY 19, which was seconded by Selectman Read and passed by a vote of 3-0.

Administrator Jones did have to increase the FICA so that brought the benefits and insurances to \$140,000.

Vote: Selectman Mixon motioned to recommend the Benefits & Insurance appropriation of \$140,000 for FY 19, which was seconded by Selectman Read and passed by a vote of 3-0.

IV. Correspondence

1. Email from Gary Best, Acting Regional Manager Bureau of Parks and Lands outlining business opportunities at Popham Beach State Park.

Selectman House stated that this is the first time they have put RFP's (Request for Bids) out and the mowing contract was due at 11:00 o'clock that morning, and the other contract was due on Friday by 4:00 p.m., (the contract is mostly for the cleaning of the bathrooms at the park). Administrator Jones announced that the RFQ is posted on the website if anyone is interested. Selectman House apologized but they were late in receiving the notice from the State. And in related news, Selectman House announced that there will not be any food trucks at the Park this season because both Percy's and Spinney's will open.

V. Selectmen/Administrator Comments and Announcements:

Selectman House reminded everyone of the clean-up day on Saturday, April 21st; meet at 8:00 a.m. at the Fire Department. Rain date, if necessary, will be Saturday, April 28th. Selectman House also mentioned the emergency, non-perishable food bags are at the Totman Library for anyone that can't get to the Bath Food Bank.

VI. Reviewed and Signed:

1. Payroll and Accounts Payable Warrants
2. Selectmen's Meeting Minutes for March 21st

Vote: Selectman Read motioned to sign the above, which was seconded by Selectman Mixon and passed by a vote of 3-0.

3. Treasurer's Report for March 2018

Vote: Selectman Read motioned to table the Treasurer's Report until next week, which was seconded by Selectman Mixon and passed by a vote of 3-0.

Workshop will be held before the Selectmen's Meeting next week at 5:30 to discuss Surplus Recommendations.

VII. Adjournment

Vote: At 6:30 p.m. Selectman Read motioned to adjourn, which was seconded by Selectman Mixon and passed by a vote of 3-0.